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To: [Barbara Nann](#); [Dipanjana Bhattacharya](#); [Kevin Shade](#); [Susan Roddy](#)
Cc: [Carlos Sanchez](#)
Subject: Fw: Site Briefings for Sam and Pam
Date: 03/23/2011 10:52 AM

Folks - you are invited to the Gulfco briefing for Sam & Pam - it's this Thursday (3/24) @ 3:00 (Gulfco should be the 3rd one).

Thanks,

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Date: 03/23/2011 10:34 AM
Subject: Site Briefings for Sam and Pam

These are the sites that I am recommending to brief Sam and Pam on tomorrow (3/24/11) starting at 3:00 pm. The briefing for your sites should include everything that is scheduled (commitment) for this FY, ROD, CC, RA completion. For these quick briefings, we will just provide a fact sheet and site figure. I do not believe that we need to do the power point presentations. If you are not in the office, please send to me an updated fact sheet/write up of the current status of your site activities and what is coming up in the next few months so that I can do the briefing. Also send an updated Critical Path Schedule for site(s). Thanks CAS

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